

3-14-1958

## 1958 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Central Washington College of Education  
Ellensburg, Washington  
Minutes of the Meeting  
Board of Trustees

A meeting of the Board of Trustees was held Friday, March 14, 1958, at seven-thirty p.m., in the office of President McConnell. Present Mr. V.J. Bouillon, Chairman, Mrs. Bernardines K. Frick, Mr. Herbert Legg, Dr. Clarence Nurmi, President Robert E. McConnell and Mr. Kenneth Courson, Secretary. Visitors included Dr. Wesley Crum, Miss Sarah Spurgeon, Dr. Keith Rinehart, Mr. Paul Bechtel, Mr. Clifford Wolfsehr and Mrs. Sidie Mundy. It was moved by Mrs. Frick, seconded by Mr. Legg, that the reading of the minutes of January 31, 1958 be dispensed with. Motion declared passed.

President McConnell announced that public auction held March 11, 1958 had resulted in the sale of the Gordon house, located on East Seventh Street, to the occupant, Mr. Everett Gordon, for the sum of \$2,000.00. The house will be removed by him on or before June 15, 1958. Mr. Bouillon stated that he had received a request from another party requesting the sale of other houses located on the College campus. President McConnell notified the party by letter stating that other houses would not be put up for sale immediately.

The fourth quarter budget was presented for discussion. President McConnell stated that the request of the fourth quarter allotment would take up half the biennial appropriation. It was moved by Mrs. Frick, seconded by Mr. Legg, that the fourth quarter request for the period ending June 30, 1958 be \$380,446.94. Motion declared passed.

President McConnell announced that progress is being made on the preparation of a departmental budget for the second half of the biennium. The Business Manager outlined briefly the progress made to date on the budget. Tentative figures were presented by the Business Manager, showing both the departmental request and the object classification, as well as the anticipated income for the coming year. It was moved by Mr. Legg, seconded by Mrs. Frick, that the Secretary express appreciation to Mr. Lloyd Buckles, Budget Officer, for the great amount of work expended to date on the development of the budget program. Motion declared passed.

President McConnell reported that Mrs. Douglas had offered two lots located on the corner of 14th and Walnut Street to the College at a price of \$1,600.00. He stated that this property is located across from the Physical Education field and that an option had been secured for a price similar to the price paid for lots recently sold across the street. He recommended that the two lots be secured. It was moved by Mrs. Frick, seconded by Mr. Legg, that the Board approve the purchase of two lots located on 14th and Walnut Street from Mrs. Douglas for the sum of \$1,600.00. Motion declared passed.

Dr. Crum reported on the conference held recently with Mr. Donovan Smith, Space Utilization Consultant. He stated that a training session was held in Ellensburg on February 24 and 25, with representatives from Eastern Washington College and Western Washington College also in attendance. The training program was thoroughly gone over and Dr. Crum

stated that Mr. Donovan Smith would return again in April for another session. It was not likely that definite materials, resulting from the space utilization survey, would be available for the preparation of the next biennial budget, but would be available to support legislative budget requests. Mr. Legg asked whether or not any plans were being made to present a request for buildings to the Legislative Budget Committee in advance of the proposed bond issue which will be voted on in November. President McConnell stated that no formal request had been made by the Legislative Budget Committee for capital outlay to be included in bond issue. He stated further, that during a meeting held in Chicago on higher education that the Federal Government was requested to participate in the cost of constructing ROTC facilities on college campuses, such participation to be on a matching basis. Therefore, it may be well to consider the construction of an ROTC building in addition to the classroom and library building in this next biennial period. Mr. Legg stated that he had the impression that the Legislative Budget Committee would want information as to what buildings were planned to be constructed from proceeds of the bond issue during March or April. Dr. Crum stated that preliminary data might be wanted by June. It was moved by Mr. Legg, seconded by Mrs. Frick, that a progress report be made at the next meeting of the Board of Trustees, April 18, 1958, with special consideration being given to the building requests which will be presented to the Legislative Budget Committee to be included in the bond issue. Motion declared passed.

President McConnell discussed the employment of Mr. Ralph Burkhard for developing plans and specifications for site development on land adjacent to the Health and Physical Education building. He stated the contract for building construction had been signed, but to date no contract had been made for the site development. The Administrative Council, at a meeting recently with Mr. Burkhard, indicated that the development of the site would run considerably over the funds available, and recommended drawing out certain items from the total project, leaving an amount of approximately \$52,000.00 on which Mr. Burkhard would be requested to draw plans and specifications. These projects would be the walks and paving in front of the Health and Physical Education building, the construction of the tennis courts and drainage on the entire tract. He then read a request made by Mr. Burkhard on March 7, 1958 for a fee of 25% by 6% x \$110,000.00 in the amount of \$1,650.00 for the development of the entire site. President McConnell stated that he returned the statement to Mr. Burkhard requesting a revision and later received a letter stating that the fee should be based on the entire project. Mr. Bouillon stated that he had talked with Mr. Burkhard and questioned whether or not the fee would apply on the \$125,000.00 or the \$52,000.00 as set aside by the Administrative Council. Mr. Legg asked for recommendations on the course to follow. President McConnell stated that in the first contract of 6% given Mr. Burkhard for designing plans and specifications on the Health and Physical Education building there was no contract made for the development of the athletic area. If the Board approved a contract to Mr. Burkhard for preparing the plans and specifications on that portion of the contract set out, that his fee then should be based on that portion of the contract, which would be approximately \$47,800.00 and that a separate contract be drawn for site development covering the tennis courts, roads, parking, walks and drainage. It was moved by Mr. Legg, seconded by Mrs. Frick, that a contract be made between Mr. Ralph Burkhard and the Board of Trustees for the development of plans and specifications for construction of parking, roadways in front of the Health and Physical Education building, tennis courts and drainage in the

approximate amount of \$47,800.00 contract price, and that the Architect's fee be based on 6% of that price. Motion declared passed.

Mr. Legg questioned whether or not any date had been set for the calling of bids on the Health and Physical Education building. Mr. Bouillon stated that in a recent conversation with Mr. Burkhard, he stated that plans and specifications would be ready for the calling of bids by April 1, 1958. It was moved by Mr. Legg, seconded by Dr. Nurmi, that the Chairman of the Board work with the Administration and the Architect in the preparation of proper documents and the bid call on the construction of the Health and Physical Education building. Motion declared passed.

President McConnell reported on some correspondence which he had received from Norman Schut, Executive Secretary of the Washington State Federation of State, City and County Employees, relative to the developments of the program discussed at a meeting of Joint Boards of Trustees at Cheney. President McConnell also read a letter, addressed to Dr. Patterson from Mr. Schut, regarding vacation leaves and sick leave policy. Mr. Legg asked whether or not there is a job classification on non-academic employees working at the College at the present time. President McConnell stated that jobs are classified, but not written out in detail so far as training and so forth is concerned. Regarding sick leave, the present policy at Central is a forty day accumulative sick leave. President McConnell then read the sick leave policy. He stated that he had requested information from the University of Washington regarding employment practices, but to date no answer had been received. He suggested that the matter be deferred to a future meeting. It was moved by Mr. Legg, seconded by Dr. Nurmi, that the entire matter of non-academic employment policies and practices be held over to the meeting of the Board on April 18, 1958. Motion declared passed.

It was moved by Mr. Legg, seconded by Mrs. Frick, that the Administration be authorized to apply for an extension of time for employees reaching the age seventy, as long as these employees are able to perform the duties for which they are employed, for the purpose of permitting them to qualify for additional OASI benefits and retirement benefits, and be it further moved, that any hardship cases should be brought to the attention of the Board. Motion declared passed.

Mr. Legg presented a brochure on policies of Public School Boards. In passing from the three member Board to the five member Board, he stated that Board policies might well be reconsidered. He suggested that the Secretary be authorized to go back over the last five years of Board minutes and pick out policy statements to be presented to the Board for indexing. It was moved by Mr. Legg, seconded by Dr. Nurmi, that the Secretary be authorized to review the past five years of Board minutes and to segregate policy statements for the purpose of being presented to the Board for consideration. Motion declared passed.

President McConnell announced that Dr. Partridge had been requested by Rotary International to serve as a guide for a group of six or eight students for the purpose of visiting Australia next winter at expense of Rotary International. He stated that in the past year six men had been sent to America from Australia to study and become acquainted with American life and society. It was moved by Mrs. Frick, seconded by Dr. Nurmi, that Dr. Partridge be granted a leave of absence, without pay, for January, February and March 1959, provided the appointment is made by Rotary International for Dr. Partridge to visit Australia. Motion declared passed.

The attached list of announcements was made by President McConnell.

Dr. Crum was asked to comment on the Link Foundation grant. He stated that as workshop director it was suggested that he apply for a grant from the Link Foundation jointly with the Clover Park School for conducting an aviation workshop during 1958-59. As a result of this application a two thousand dollar grant was provided.

It was moved by Mr. Legg, seconded by Dr. Nurni, that the Secretary be authorized to draft, and the Chairman sign on behalf of the Board of Trustees, an expression of recognition to faculty members for outstanding services as follows:

3. Dr. Maurice Pettit was appointed by Mr. Lloyd Andrews to the State Research Committee on Education.

5. Mr. Wayne Hertz has been nominated for the Presidency of the Music Educators National Conference.

6. Mr. Bruce Bray is Editor of the Washington Music Educators Publication and is Acting Secretary of the Washington Music Educators Conference.

7. Dr. Russell Ross is National Chairman of Committee 6 of Commission VI, "Music in the Senior High School", of which Wayne Hertz is National Chairman.

8. Mr. Eugene Kosy has been appointed to the Executive Council of the National Business Association and is a member of the Textbook Evaluation Committee for United States Armed Forces Institute.

9. Dr. Samuel R. Mohler is President of Northwest Regional AAUP.

10. Dr. Robert Funderburk has been appointed to serve on the Editorial Board of the Journal of Geography, published by the National Council for Geographic Education.

and further request that the Board be advised in this manner of recognition given faculty members in the future in order that appropriate action might be taken. Motion declared passed.

It was moved by Mr. Legg, seconded by Dr. Nurni, that the Secretary draft a letter, and the Chairman sign, an expression to Mr. Regal for his outstanding work during the past years. Motion declared passed.

President McConnell stated that he had sent a letter to all members of the Board regarding Mr. Peterson's recommendations as to what might be done in eliminating soot problem at the College Heating Plant. He stated that Mr. Bechtel had written him regarding his reaction to Mr. Peterson's letter. President McConnell then read his recommendation to the Board. It was moved by Mr. Legg, seconded by Mrs. Frick, that the recommendation of President McConnell be accepted. Motion declared passed.

Mr. Legg then asked Mr. Bechtel his reaction regarding the approach to be taken in solving the soot problem. Mr. Bechtel stated that much can be done to control the quality of coal. He stated that mines have need for a market and that much of coal is sub-standard. There could be work done on the boiler to achieve better combustion and relieve some of the smoke. If Utah Hard Coal were burned some of the smoke problem would be solved.

Mr. Norman Schut was questioned regarding the sick leave issue as far as the State employees were concerned. Mr. Legg asked whether or not the main issue was an extension of time from forty to sixty days. Mr. Schut stated that code departments of the State had a definite policy on sick leave which was spelled out so that the employee and the Administration know exactly what was expected of each other, and that sixty days of sick leave could accumulate. Mr. Legg then asked whether the employees group wanted sixty days or the adoption of the entire program. Mr. Schut stated that the sixty day sick leave was the main problem to be immediately solved.

Consideration of securing copies for each Board member of the publication "Boardmanship" was discussed. This publication sets forth rules, regulations and practices which would be of benefit for Boards to follow. It was moved by Dr. Nurmi, seconded by Mrs. Frick, that the Secretary be authorized to obtain copies of "Boardmanship" for each of the Board members, the Secretary and President McConnell. Motion declared passed.

A speaker for the luncheon meeting, or at any other appropriate time during the Joint Board meeting to be held on the College campus April 19, 1958 was discussed. Mr. Legg asked whether or not the Administration could be authorized to provide a program for the noon luncheon on which the subject of testing, admissions or any other timely subject might be discussed. It was moved by Mr. Legg, seconded by Dr. Nurmi, that the Administration be requested to work with the Chairman of the Board of Trustees in the development of a program on testing, administration or other timely subject for presentation at a luncheon meeting of the Joint Boards on April 19, 1958. Motion declared passed.

Regarding the problem on admissions, Mr. Legg questioned how the problem would be handled by the Central Washington College faculty. President McConnell said that to date the faculty had not discussed the admissions policy at an open meeting. However, there will be a panel discussion, at which time the written policies previously approved by the Academic Affairs Committee will be presented to the faculty at a meeting to be held March 31, 1958. Following some discussion relative to the securing for the Board members copies of by-laws of faculty councils and senates at the other State institutions, it was moved by Mr. Legg, seconded by Dr. Nurmi, that the Secretary be requested to secure copies of by-laws of faculty councils and senates of the Western Washington College, Eastern Washington College, University of Washington and Washington State College for the Board members and the President. Motion declared passed.

Consideration was given to regular scheduled meetings for the Central Washington College Board. It was moved by Dr. Nurmi, seconded by Mr. Legg, that the first Friday of each month preceding the quarterly Joint Boards of Trustees meeting would be a regular scheduled meeting, with the understanding that regular Board meetings would also be scheduled at the time of the Joint Board meetings. Motion declared passed.

Mr. Legg raised a question regarding the proper person to represent Central Washington College at the next meeting of the Legislature. President McConnell felt that it was too early to make any decision and that the matter might be postponed since the next legislative session is approximately one year away. Mr. Legg stated that securing of funds for the operation of the College from the Legislature is a Board problem, and even though it is early, all members of the Board should be thinking of this problem. No action taken.

It was requested that a report on the Board Resolutions Nos. 1, 2, 3, 4, 5 and 6 be made. Mr. Legg asked that the report indicate how these resolutions have been implemented.

CENTRAL WASHINGTON COLLEGE OF EDUCATION

Resolution No. 1. - President McConnell stated that minutes of the Board meetings are at the present time being distributed to the Library and to Board members only. The Secretary reported that he had requested minutes of the meetings of the Faculty Council and the Student Government Association to be sent to all Board members. The Secretary reported that minutes are now available in the Business Office of the College.

ANNOUNCEMENTS

Resolution No. 2. - President McConnell reported that the Board of Trustees had been placed on the mailing list to receive all official C.W.C. publications and mailings. special project in aviation education. Dr. Crum will administer these funds.

Resolution No. 3. - President McConnell reported that a review of the Master Plan is now being worked on by the Site Planning Committee, but nothing definite is ready for a recommendation.

Resolution No. 4. - President McConnell reported that there is a continuing group at the present time in Vetville working with the Administration on the day to day Vetville problems. He stated that a full time employee has been assigned to Vetville and further stated that he felt he could not carry out the resolution as intended because it was necessary to do some major repairs and betterments, since the possibility of having permanent housing by fall of 1958 was very remote. He stated that the occupants of Vetville seemed to be well satisfied with conditions as they now exist. If elected, he will serve for two years.

Resolution No. 5. - President McConnell stated that items in this resolution are largely being taken care of by the Long Range Planning Committee of the institution. Aims and objectives are published in the College catalog and at the present time there are no major changes anticipated. The College self-study will be made for the Accreditation Committee which will visit the College campus in 1960.

Resolution No. 6 has been cared for completely as previously reported. association and is a member of the Textbook Evaluation Committee for United States Armed Forces Institute

Mr. Legg reported that he had secured information that financial assistance may be obtained from the WFA for the planning of dormitory facilities. Such aid would be on a loan basis until the final application had been approved. It was moved by Mr. Legg, seconded by Mrs. Frick, that the Administration be asked to investigate the possibility of securing Federal aid in the preparation of plans and specifications for future College housing buildings. Motion declared passed.

The meeting adjourned.

Respectfully submitted,

Secretary

**CENTRAL WASHINGTON COLLEGE OF EDUCATION**  
**ELLENSBURG, WASHINGTON**

**ANNOUNCEMENTS**

1. Link Foundation Grant - \$2000 for a special project in aviation education. Dr. Crum will administer these funds.
2. The basketball team won second place in the Evergreen Conference. Leo Nicholson is the coach.
3. Dr. Maurice Pettit was appointed by Mr. Lloyd Andrews to the State Research Committee on Education. It will deal with problems of the education of gifted children.
4. Mr. Ed Rogel was appointed Assistant Director of Washington State Teachers Retirement System and will leave the college March 15.
5. Mr. Wayne Hertz has been nominated for the Presidency of the Music Educators National Conference. If elected, he will serve for two years.
6. Mr. Bruce Bray is Editor of the Washington Music Educators Publication and is Acting Secretary of the Washington Music Educators Conference.
7. Dr. Russell Ross is National Chairman of Committee 6 of Commission VI, "Music in the Senior High School", of which Wayne Hertz is National Chairman.
8. Mr. Eugene Kosy has been appointed to the Executive Council of the National Business Association and is a member of the Textbook Evaluation Committee for United States Armed Forces Institute.
9. Dr. Samuel R. Mohler is President of Northwest Regional AAUP.
10. Dr. Robert Funderburk has been appointed to serve on the Editorial Board of the Journal of Geography - published by the National Council for Geographic Education.



March 31, 1958  
March 31, 1958  
March 31, 1958

Dr. G. Russell Ross  
Central Washington College of Education  
Mr. Bruce Bray  
Central Washington College of Education  
Ellensburg, Washington

Dear Dr. Ross,

Dear Mr. Bray, of the Board of Trustees, held March 14, 1958,

At a meeting of the Board of Trustees, held March 14, 1958, President McConnell announced that you are the Editor of the Washington Music Educators Publication and also Acting Secretary of the Washington Music Educators Conference.

The Board of Trustees of Central Washington College wishes to congratulate you upon these appointments, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,

Sincerely yours,

V.J. Bouillon, Chairman

V.J. Bouillon, Chairman  
Board of Trustees

VJB/mh

VJB/mh

March 31, 1958  
March 31, 1958

Dr. G. Russell Ross  
Central Washington College of Education  
Ellensburg, Washington

Dear Dr. Ross,

At a meeting of the Board of Trustees, held March 14, 1958, President McConnell announced that you are the National Chairman of Committee 6 of Commission VI, "Music in the Senior High School", of which Wayne Hertz is National Chairman.

The Board of Trustees of Central Washington College wishes to congratulate you upon this appointment, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,

Sincerely yours,

V.J. Bouillon, Chairman  
Board of Trustees

V.J. Bouillon, Chairman  
Board of Trustees

VJB/mh

VJB/mh

March 31, 1958

March 31, 1958

Mr. Eugene Kosy  
Central Washington College of Education  
Ellensburg, Washington

Central Washington College of Education  
Ellensburg, Washington

Dear Mr. Kosy,

At a meeting of the Board of Trustees, held March 14, 1958, President McConnell announced that you have been appointed to the Executive Council of the National Business Association and have been made a member of the Textbook Evaluation Committee for United States Armed Forces Institute.

The Board of Trustees of Central Washington College wishes to congratulate you upon these appointments, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,

V.J. Bouillon, Chairman  
Board of Trustees

VJB/mh

March 31, 1958

March 31, 1958

Dr. Samuel R. Mohler  
Central Washington College of Education  
Ellensburg, Washington

Dear Dr. Mohler,

At a meeting of the Board of Trustees, held March 14, 1958,  
President McConnell announced that you are President of  
Northwest Regional AAUP.

The Board of Trustees of Central Washington College wishes  
to congratulate you upon this appointment, and to express its  
appreciation for the recognition you have brought to Central.

Sincerely yours,

Sincerely yours,

V.J. Bouillon, Chairman  
Board of Trustees

VJB/mh

VJB/mh

March 31, 1958

Dr. Maurice L. Pettit  
Mr. Wayne S. Hertz  
Central Washington College of Education  
Ellensburg, Washington

Dear Mr. Hertz,

At a meeting of the Board of Trustees, held March 14, 1958, President McConnell announced that you had been nominated for the Presidency of the Music Educators National Conference.

The Board of Trustees of Central Washington College wishes to congratulate you upon this appointment, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,  
Sincerely yours,

V.J. Bouillon, Chairman  
V.J. Bouillon, Chairman  
Board of Trustees

VJB/ah  
VJB/mh

March 31, 1958  
March 31, 1958

Dr. Maurice L. Pettit  
Director of Education  
Central Washington College of Education  
Ellensburg, Washington

Dear Dr. Pettit,

At a meeting of the Board of Trustees, held March 14, 1958, President McConnell announced your appointment by Mr. Lloyd Andrews to the State Research Committee on Education.

The Board of Trustees of Central Washington College wishes to congratulate you upon this appointment, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,

V.J. Bouillon, Chairman  
Board of Trustees

VJB/mh  
VJB/mh

Central Washington College of Education  
Ellensburg, Washington  
Division of the Pacific Northwest  
Board of Trustees

March 31, 1938

Special meeting of the Board of Trustees was held Friday, April 24, 1938, at 8:00 P.M. in the Board Room. Present: Mr. E. J. McConell, Chairman, Mr. V. J. Bouillon, Mr. Herbert Lee, Mr. Walter E. McConnell, President of the Board, Secretary, Charles Leonard Mr. Paul Smith, Mr. J. D. Foster, Mr. Martin Leece, Mr. Clifford Wafford, Mrs. Clara Smith, Mr. Tom Bushel, Mr. Harold

Dr. Robert Funderburk  
Central Washington College of Education  
Ellensburg, Washington

Dear Dr. Funderburk,

At a meeting of the Board of Trustees, held March 14, 1938, President McConnell announced that you have been appointed to serve on the Editorial Board of the Journal of Geography, published by the National Council for Geographic Education.

The Board of Trustees of Central Washington College wishes to congratulate you upon this appointment, and to express its appreciation for the recognition you have brought to Central.

Sincerely yours,

V.J. Bouillon, Chairman  
Board of Trustees

VJB/ah

VJB/mh